Script for Screencast

Hello! My name is Patricia Luckett and I’m going to show you how to use Podomatic to create your own podcast. Let’s get started!

First, go to [www.podomatic.com](http://www.podomatic.com) and create an account. I am going to login. Go to “Publish.” There’s a list of items you can choose from. Let’s choose “Podcast.” Then click “Create.” Give it a title. You can add a description if you would like. Click “Save and Continue.” You can upload a file or if you have videos saved in your library, you can click that. Click on “Select some files.” Select your video from where you have them saved. Once you select a video, it will upload automatically. When the upload is completed, click “I’m finished uploading. Close this window.” Next, you can select a photo for this episode if you would like. If you do, click on “upload a photo,” or if you have any in your library, you can go there. You could also enter an image URL if you would like. If you don’t want to select a photo, you can click, ”I don’t want to select a photo. Skip this step.” I would like to upload a photo, so I clicked on that, now click ”Browse.” Choose the picture that you would like, then click “Save and Continue.” It is important to note that the next step takes you to the publish part. If you would like to add audio to your podcast, go to the end of the page and click “Back.” Then click “Audio/Video.” Click “Record using a microphone.” Press “Record” when you are ready. Click “Allow” to allow the camera and microphone to be accessed. Click “Stop” when you are done. Click “Play” to hear your recording. If you like it, click “Save.” If you don’t, click “Record again.”

Now that we’re finished creating the podcast, let’s review and publish it. Click “Review/Publish.” If you would like to add any tags, you can do that here. It gives you suggestions. You can “rate” your podcast by choosing “’None’ if your episode is appropriate for all audiences, ‘explicit’ if your episode contains any explicit language or adult content or ‘clean’ if your episode contains no explicit language or adult content.” It says, “now that your episode is ready to publish. Please review it, then click ‘Save and Continue’ to continue.” As for publication settings, you can choose how people can access it or if you don’t want it streamed. You can also notify followers and friends.

After clicking “Save and Continue” it will say that your episode is now publishing. You can “click this link to see if your episode has published” or you can click home and on the right side of your screen, you can see your published podcast. Click on it to enjoy!

Side notes: You can also make a podcast with a picture and voice. Just skip the audio/video and click “photo” to begin and follow the same process. You can just have voice without video or photo. When beginning, click on “Record using a microphone” then go to “Review/Publish.”